

DD/S 70-2914

15 JUL 1970

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training
Chief, Support Services Staff

SUBJECT : Property [REDACTED] 25X1A

25X1A

1. On 20 July 1970 the Agency will take possession of recently acquired property [REDACTED]. The property consists of about [REDACTED]

25X1A

25X1A

2. Before repairing, reconfiguring or furnishing the property, decisions are needed regarding anticipated uses. It is possible that some adjustments in existing [REDACTED] occupancy would be advantageous and that, in so doing, we could perhaps make available a little more than the 4,000 square feet in the acquired property.

25X1A

3. I am suggesting to [REDACTED] that he have his Building Planning Staff focus on the desirability of relocating any Headquarters elements whose activities might be suitable for use of this property.

25X1A

4. I would appreciate from each of you specific ideas concerning the types of uses to which the acquired property or the resultant [REDACTED] space could be put. Your suggestions should not be limited to your own immediate Offices. I would appreciate your response by 23 July 1970.

25X1A

[REDACTED]
Chief, DD/S Plans Staff

25X1A